



THE HONORABLE TIMOTHY BISHOP
United States House of Representatives
1st Congressional District of New York

CONGRESSIONAL NOMINATION PROCESS TIMETABLE

Selection Process:

****Monday, September 9th, 2013:**

Deadline for postmark on Application to Congressman Bishop.

****Monday, September 23rd, 2013:**

Deadline for postmark on supporting documentation to be submitted.

The following supporting documentation is needed to complete your file and will be used in the selections process. These additional materials should be **postmarked no later than Monday, September 23rd, 2013.**

1. **THREE (3) REFERENCES.** The applicant should submit three references attesting to the applicant's qualifications and motivation to attend a military academy. Those used as references should not be relatives of the applicant. High school guidance counselors, high school instructors, and former employers are preferred.
2. **APPLICANT'S STATEMENT.** The applicant should submit an essay of 500-750 words, typed, double-spaced, and stating what motivates him or her to attend a military academy.
3. **HIGH SCHOOL TRANSCRIPT.** The applicant should submit a certified high school transcript which includes class rank.
4. **SAT/ACT SCORES.** The applicant should request that ACT and/or SAT examination results be forwarded to Congressman Bishop's office. College Board website codes for Congressman Bishop, NY-01, are: SAT-2076, ACT-7544.
5. **2X3 PHOTOGRAPH.**

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CONGRESSIONAL NOMINATION SELECTION POINTS

Applicants should keep the following points in mind as they proceed through the service academy application process:

1. A congressional nomination is only half of the process. Applicants are required to notify the academy of interest and to work within the academy's admissions system, which includes their **relevant and distinct deadlines**. *****Unless an applicant is making significant progress to fulfill the application requirement of the academy itself, the candidate may not be given full consideration for a congressional nomination.**
2. If a candidate's nomination file is missing supporting documentation, as the **September 23rd** deadline approaches, you will be contacted and advised what documentation must be submitted, in order for your file to be complete and given full consideration.
3. All correspondence regarding a service academy nomination should be addressed
The Honorable Timothy Bishop
Attn: Service Academy Nomination Program
31 Oak Street, Suite 20
Patchogue, NY 11772
(631) 289-6500
4. Questions regarding the Academy's admissions process should be directed to the Southern New York liaison Officer for the academy of interest.
5. **Applicants should be mindful of two deadlines:**
***Applications should be postmarked no later than Monday, September 9th, 2013;**
***Additional documentation (references, high school transcript, applicant's statement, ACT/SAT scores) should be postmarked no later than Monday, September 23rd, 2013.**

If you anticipate a problem meeting these deadlines, please contact the Patchogue District Office whose information is listed under point # 3 above.

Where there is an Academy vacancy, I shall nominate up to ten candidates per vacancy. When I submit our district's ten nominees, the academy's admissions board will rank them according to objective standards (i.e., scholastic achievement, athletic achievement, etc.), and will then offer admission to that nominee who ranks highest among the ten that I have submitted.

The other nine nominees, assuming that each meets the minimum requirements for admission to the academy, are then placed in a qualified candidate pool. After every district's charged slots are filled, the academy will then look to those nominees in the qualified pool to fill the remaining slots.

Depending on the quality of nominees we submit, several First District residents may receive additional appointments in the same year. Historically, the district's nominees have done well.

My goal as Congressman is to have as many young men and women as possible from our district admitted to an Academy. The only way to accomplish this is to nominate high quality and committed candidates to each academy.

U.S. MERCHANT MARINE ACADEMY

Unlike the other academies, the U.S. Merchant Marine Academy uses state quotas rather than district quotas.

The State of New York is entitled to eight slots in each admissions class. Each congressman may submit up to ten names per year. These nominees then compete against all other nominees from New York for the eight slots.

After New York's eight slots are filled, those remaining New York candidates who meet the minimum admissions standards for the academy are placed in a national pool of candidates. Several states rarely fill their allotments, so New York usually has additional candidates admitted beyond our allotment of eight.

U.S. COAST GUARD ACADEMY

Congressional nominations are not incorporated into the admissions process for the United States Coast Guard Academy. Further information regarding admission to the Academy may be obtained directly by contacting the U.S. Coast Guard Academy's Admissions Office at 860-444-8500.

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Service Academy Nomination Summary:

One of my most important responsibilities as your Congressman is to nominate young men and women for admission to our country's service academies. The following summary is a brief overview of the selections process that you are now entering.

Admission to one of the service academies is a two-tiered process. First, the candidate must meet the minimum standards for admission set by the academy itself. These standards include, among others, medical and scholastic qualifications. The second tier is the nomination process.

An individual must 1) meet the admissions requirements of the academy; and, 2) receive a nomination, in order to gain admission to the academy.

Applicants should direct any questions they may have regarding the academy admissions process to the relevant Academy admissions office.

The President, Vice President, U.S. Senators, and Members of Congress have the authority to nominate persons for admission to the Air Force Academy, West Point, and Annapolis.

As your Congressman, I am entitled to fill five vacancies at each academy. These vacancies are "charged" to the First District of New York. I may only nominate young men and women to a specific academy when a vacancy occurs in one of these charged slots, either by reason of graduation or withdrawal.

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United States House of Representatives
1st Congressional District of New York

2012/2013 APPLICATION FOR A UNITED STATES SERVICE ACADEMY NOMINATION

Date: _____

PERSONAL INFORMATION:

Last Name: _____ First Name: _____ M.I.: _____

Date of Birth: _____ Social Security # _____

Street Address: _____

City: _____ Zip Code: _____ County: _____

Home Phone: _____ Cell Phone: _____

E-Mail Address: _____

Mailing Address: (if different than above; please include PO Box if applicable)

Street Address: _____

City: _____ Zip Code: _____ County: _____

Father's Name: _____

Street Address: _____

City: _____ Zip Code: _____ County: _____

Mother's Name: _____

Street Address (if different from fathers): _____

City: _____ Zip Code: _____ County: _____

EDUCATIONAL INFORMATION:

High School: _____

City: _____ Date of Graduation: _____

Counselor: _____ Phone: _____

Grade Point Average: _____ or Class Standing: _____ of _____

If you are a High School Graduate, complete the following:

College: _____

Major: _____ Credit Hours Earned: _____

SCHOLASTIC HONORS:

Freshman: _____

Sophomore: _____

Junior: _____

Senior: _____

(Additional sheets may be used if necessary)

ATHLETIC ACTIVITIES:

(Please note Varsity Letters earned and leadership positions held)

Freshman: _____

Sophomore: _____

Junior: _____

Senior: _____

(Additional sheets may be used if necessary)

MEDICAL:

Have you ever had asthma or any other respiratory ailment?

_____ Yes _____ No Explain: _____

Do you have 20/20 vision? _____ Yes _____ No

EXTRACURRICULAR ACTIVITIES: (Please include both school-related and outside activities; note leadership positions held.)

Freshman: _____

Sophomore: _____

Junior: _____

Senior: _____

(Additional sheets may be used if necessary)

COLLEGE ENTRANCE EXAMINATIONS:

ACT 1st Exam Date: _____

2nd Exam Date: _____

SAT 1st Exam Date: _____

2nd Exam Date: _____

EMPLOYMENT HISTORY:

Please list any part time or full time jobs you hold/held while in high school.

Dates: _____	Employer: _____	Hours per week: _____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

(Additional sheets may be used if necessary)

OTHER NOMINATING SOURCES:

Please check all other service academy nominating sources to which you are applying:

_____ Senator Gillibrand

_____ Senator Schumer

_____ Vice President Biden

ACADEMY PREFERENCE:

Please circle the number indicating first choice, second choice, etc. If you have no interest in the specific academy, circle "N" for not interested. Circle the "Q" if you have not yet notified the academy of your interest by sending in a Pre-Candidate Questionnaire.

N 1 2 3 4
Q

U.S. Air Force Academy
Colorado Springs, CO
(Air Force)

N 1 2 3 4
Q

U.S. Merchant Marine Academy
Kings Point, NY
(Merchant Shipping with commission into Naval Reserve)

N 1 2 3 4
Q

U.S. Military Academy
West Point, NY
(Army)

N 1 2 3 4
Q

U.S. Naval Academy
Annapolis, MD
(Navy and Marine Corps)

ACKNOWLEDGEMENT:

I request that Congressman Timothy Bishop consider my application for a Congressional Nomination to the service academy/academies that I have indicated.

I understand that the **deadline for applications is Monday, September 9th, 2013.** I also understand that the **deadline for the receipt of additional documentation is Monday, September 23rd, 2013.** If I have not submitted all of the requested information by these deadlines, I understand that my application may not be given full consideration.

Applicant Signature

RETURN THE ABOVE APPLICATION POSTMARKED NO LATER THAN MONDAY, SEPTEMBER 9TH, 2013 TO:

**CONGRESSMAN TIMOTHY BISHOP
ATTN: SERVICE ACADEMY NOMINATIONS
31 OAK STREET, SUITE 20
PATCHOGUE, NY 11772**

REFERENCES:

The applicant should submit three references attesting to the applicant's qualifications and motivation to attend a service academy (Reference forms are attached). Those listed as references should not be relatives of the applicant. High School instructors, guidance counselors, coaches, or former employers are preferred.

Please list the names of those individuals who will be forwarding references on your behalf:

Reference: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Daytime Phone: _____

How long known by Applicant: _____

Relationship to Applicant: _____

(References should not be relatives of the applicant)

Reference: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Daytime Phone: _____

How long known by Applicant: _____

Relationship to Applicant: _____

(References should not be relatives of the applicant)

Reference: _____

Street Address: _____

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How long known by Applicant: _____

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THE HONORABLE TIMOTHY BISHOP
United States House of Representatives
1st Congressional District of New York

SERVICE ACADEMY NOMINATION REFERENCE FORM

Applicant: _____

Reference: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Daytime Phone: _____

How long known by Applicant: _____

The applicant has requested Congressman Timothy Bishop to consider him/her for a nomination for admission to one of the United States Service Academies. In your own words, please state your personal knowledge of his/her qualifications and motivation to attend a Service Academy.

PLEASE USE THIS FORM AS A COVER SHEET FOR YOUR STATEMENT.

Please sign and date your statement.

Return this form and your statement, postmarked no later than Monday, September 23rd, 2013 to:

Congressman Timothy Bishop
Attn: Service Academy Nominations Program
31 Oak Street, Suite 20
Patchogue, NY 11772

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